



STATE OF WEST VIRGINIA TRAVEL EXPENSE ACCOUNT SETTLEMENT

Name: Nicolas H. Diehl	Title: Manager, Business Retention & Expansion	FIMS Vendor No: 135380
Address: [REDACTED]		
City: [REDACTED]	Headquarters: [REDACTED]	Normal Work Hours: 8:30 am to 5:00 pm
Department: [REDACTED]	Business and Industrial Development	Section:

Purpose of Travel: 7/3 travel home from Greenbrier Classic; 7/7 meeting with Mineral Co. EDA, site visit; 7/8 meeting with KSI about industrial project; 7/9 visit to Randon, meeting with Doug Bramblett; 7/13 visit to APUS, Region IX meeting; 7/14 visit to AMS, Dalb, Royal, OX Paperboard; 7/15 Ranson Green site visits, visit to MAAX; 7/16 meeting w Dave Ranck; 7/17 visit to Summit Point

DATE	TIME	CITY/STATE	MILES	AMOUNT	AIR	CAR RENTAL	MEALS	LODGING	OTHER	TOTAL
7/3/15		White Sulphur Springs to Martinsburg	216	*124.20						124.20
7/7/15		Martinsburg to Mineral County and return	206	*65.22						65.22
7/8/15		Martinsburg to Hardy Co and return	174	*61.51					\$46.72	108.23 ⁴⁶
7/9/15		Martinsburg to Jefferson County and return	48	*27.60						27.60
7/13/15		Martinsburg to Jefferson County and return	52	*29.90						29.90
7/14/15		Martinsburg to Jefferson County and return	72	*41.40						41.40
7/15/15		Martinsburg to Jefferson County and return	54	*31.05						31.05
7/16/15		Martinsburg to area meeting and return	12	*6.90					\$51.67	58.57 ⁴⁶
7/17/15		Martinsburg to Jefferson County and return	56	*32.20						32.20
*Maximum reimbursement allowed. Please refer to attached mileage calculator			890	419.98					\$98.39	518.37 ⁴⁶

AGENCY ACCOUNTING INFORMATION					
Fund	Area	Org	Object	Sub Obj	Amount
0256					

Less Cash Advance (WVFIMS ID# _____)

☒ Due Employee ☐ Due State

518.37 ⁴⁶

Traveler must attach copies of direct billed receipts or invoices, i.e., airline, registration, lodging, etc.

OTHER EXPENSES		
DATE	ITEMS	AMOUNT
7/8/15	Guest Meal	\$46.72
7/16/15	Guest Meals	\$51.67

EXPENSES DIRECT-BILLED TO THE STATE	
DATE	ITEM AND VENDOR

I certify that these costs incurred were in connection with my assigned duties, are true, accurate and actual, and do not reflect any costs or expenses reimbursed or to be reimbursed from any other source.

I certify that I have personally examined and approved this Travel Expense Account Settlement. The terms of expense are reasonable and correspond to the assigned duties of the traveler. The terms of expense further meet all State of West Virginia Travel Regulations and are within the budget of this spending unit.

Traveler's Signature

Date

Approval Supervisor/Department Head

Date

Approval Agency Head/Designee

Date

Name: Nic Diehl

West Virginia Purchasing Division's

Date: 6/28 to 7/3/15

Vehicle Rental versus Reimbursement Calculator



Input Variables	
Total Miles to be Traveled	216
Total Days in Trip	6
Car Rental Rate (Daily, Weekly)	\$34.41
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28

Input variables here

Calculated Results	
Own Car Cost	
Mileage	\$ 124.20
Rental Car Cost	
Rental	\$ 206.46
Refueling	25.07
Total	\$ 231.53

Which is most cost effective?

WV Gas Prices

Terms of use: The purpose of the Mileage Calculator is to facilitate comparison and discussion. It is not a verified decision-support system and may not always yield accurate results.

Revised August 16, 2012
Updated August 16, 2012

** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the CRENTAL statewide contract, located on the West Virginia Purchasing Division's website.

Vehicle Rental Reference Chart				
Hertz Rates				
Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$684.20
Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10
Luxury (A4, 3-Series, C-Class)	26 MPG	\$79.00	\$434.49	\$1,692.90
Hybrid (Prius, Accord)	40 MPG	\$39.00	\$269.50	\$1,050.00
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$59.00	\$324.52	\$1,264.20
Large SUVs (Suburban, Tahoe)	16 MPG	\$79.00	\$434.49	\$1,692.90
Small Pick-Up (Ranger, Dakota)	20 MPG	\$79.00	\$434.49	\$1,692.90
Trucks (Silverado, F-150)	18 MPG	\$99.00	\$544.53	\$2,121.30
Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90

Enterprise/National Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40
Fullsize (Impala, Camry)	28 MPG	\$34.41	\$172.05	\$688.20
Luxury (A4, 3-Series, C-Class)	26 MPG	\$57.00	\$285.00	\$1,140.00
Hybrid (Prius, Accord)	40 MPG	\$45.54	\$227.70	\$910.80
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$50.60	\$253.00	\$1,012.00
Large SUVs (Suburban, Tahoe)	16 MPG	\$81.36	\$406.80	\$1,627.20
Small Pick-Up (Ranger, Dakota)	20 MPG	\$47.00	\$235.00	\$940.00
Trucks (Silverado, F-150)	18 MPG	\$51.00	\$255.00	\$1,020.00
Minivans (Caravan, Windstar)	25 MPG	\$51.65	\$258.25	\$1,033.00
12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00

Name: Nic Diehl

West Virginia Purchasing Division's

Date: 7/7/15



Input Variables	
Total Miles to be Traveled	206
Total Days in Trip	1
Car Rental Rate (Daily, Weekly)	\$41.31
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28

Input variables here

Calculated Results	
Own Car Cost	
Mileage	\$ 118.45
Rental Car Cost	
Rental	\$ 41.31
Refueling	23.91
Total	\$ 65.22

Which is most cost effective?

WV Gas Prices

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Revised August 16, 2012

Updated August 16, 2012

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Vehicle Rental Reference Chart				
Hertz Rates				
Vehicle Selection	MPGs	Daily	Weekly	Monthly
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Enterprise/National Rates

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Minivans (Caravan, Windstar)	25 MPG	\$51.65	\$258.25	\$1,033.00
12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00

Name: Nic Diehl

West Virginia Purchasing Division's

Date: 7/8/15



Input Variables	
Total Miles to be Traveled	174
Total Days in Trip	1
Car Rental Rate (Daily, Weekly)	\$41.31
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28

Input variables here

Calculated Results	
Own Car Cost	
Mileage	\$ 100.05
Rental Car Cost	
Rental	\$ 41.31
Refueling	20.20
Total	\$ 61.51

Which is most cost effective?

WV Gas Prices

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Revised August 16, 2012
Updated August 16, 2012

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Vehicle Data Reference Chart				
Hertz Rates				
Vehicle Selection	MPGs	Daily	Weekly	Monthly
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Enterprise/National Rates

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WEST VIRGINIA DEVELOPMENT OFFICE
(ALL EXPENSES MUST BE ITEMIZED)

DATE: 7/8/15

MEALS:

AMOUNT:

Guests
(Confidential prospect)

\$46.72

Employee
Nicolas Diehl - WVDO

Original document on file at the West Virginia Development Office

OTHER:

PURPOSE: Expansion Discussion

=====



STATE OF West Virginia **COUNTY OF** Berkeley **to wit:**

I, the undersigned, do solemnly swear that the above expense account is just, accurate, and true and is claimed for cash expense expended for the purpose named in this statement.



Signature

CHESAPEAKE CRAB CO.
1014 WINCHESTER AVE.
MARTINSBURG, WV. 25401
(304)-262-0077

Date: 07/08/2015 06:48PM
Card Type: 
Acct Num: 
Exp Date: 
Customer: DIEHL/NICOLAS
Card Entry: SWIPED
Trans Type: PURCHASE
Auth Code: 04264Z
Check: 2524
Table: 8-1
Server: 10048 SKYLAR
Ref Number: 518910002213

Amount: \$37.72

Tip 7.00

Total 46.72

Signature 

Please sign and total 1 copy
and leave with server

Thank You, please visit us again soon!

CHESAPEAKE CRAB CO.
1014 WINCHESTER AVE.
MARTINSBURG, WV. 25401
(304)-262-0077

10048 SKYLAR

Check: 2524 Guests: 2
Table: 8-1

07/08/2015 05:56PM

DINE IN		
1	FRIED CAPT SAMPLER	18.00
	CUCS/ONION	
1	FRIED SHRIMP	12.00
	COLE SLAW	
1	NUGGETS	3.00
1	UNSWT TEA	2.25
1	WATER	0.00
	SUBTOTAL	35.25
	Tax	2.47
	TOTAL DUE	\$37.72

THANKS FOR EATING AT
CHESAPEAKE CRAB CO.
HOPE TO SEE YOU SOON



Name: Nic Diehl

West Virginia Purchasing Division's

Date: 7/9/15



Input Variables	
Total Miles to be Traveled	48
Total Days in Trip	1
Car Rental Rate (Daily, Weekly)	\$41.31
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28

Input variables here

Calculated Results	
Own Car Cost	
Mileage	\$ 27.60
Rental Car Cost	
Rental	\$ 41.31
Refueling	5.57
Total	\$ 46.88

Which is most cost effective?

WV Gas Prices

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Revised August 16, 2012

Updated August 16, 2012

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Vehicle Rental Reference Chart

Hertz Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
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Enterprise/National Rates

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Minivans (Caravan, Windstar)	25 MPG	\$51.65	\$258.25	\$1,033.00
12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00

Name: Nic Diehl

West Virginia Purchasing Division's

Date: 7/13/15



Input Variables	
Total Miles to be Traveled	52
Total Days in Trip	1
Car Rental Rate (Daily, Weekly)	\$41.31
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28

Input variables here

Calculated Results	
Own Car Cost	
Mileage	\$ 29.90
Rental Car Cost	
Rental	\$ 41.31
Refueling	6.04
Total	\$ 47.35

Which is most cost effective?

WV Gas Prices

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Name: Nic Diehl

West Virginia Purchasing Division's

Date: 7/14/15



Input Variables	
Total Miles to be Traveled	72
Total Days in Trip	1
Car Rental Rate (Daily, Weekly)	\$41.31
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28

Input variables here

Calculated Results	
Own Car Cost	
Mileage	\$ 41.40
Rental Car Cost	
Rental	\$ 41.31
Refueling	8.36
Total	\$ 49.67

Which is most cost effective?

WV Gas Prices

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Name: Nic Diehl

West Virginia Purchasing Division's

Date: 7/15/15



Input Variables	
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Calculated Results	
Own Car Cost	
Mileage	\$ 31.05
Rental Car Cost:	
Rental	\$ 41.31
Refueling	6.27
Total	\$ 47.58

Which is most cost effective?

WV Gas Prices

Terms of use: The purpose of the Mileage Calculator is to facilitate comparison and discussion. It is not a verified decision-support system and may not always yield accurate results.

Revised August 16, 2012
Updated August 16, 2012

* 6.90 is added to rental price to reflect mileage to and from Car Rental.

** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the CRENTAL statewide contract, located on the West Virginia Purchasing Division's website.

Vehicle Rental Reference Chart				
Hertz Rates				
Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20
Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10
Luxury (A4, 3-Series, C-Class)	26 MPG	\$79.00	\$434.49	\$1,692.90
Hybrid (Prius, Accord)	40 MPG	\$39.00	\$269.50	\$1,050.00
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$59.00	\$324.52	\$1,264.20
Large SUVs (Suburban, Tahoe)	16 MPG	\$79.00	\$434.49	\$1,692.90
Small Pick-Up (Ranger, Dakota)	20 MPG	\$79.00	\$434.49	\$1,692.90
Trucks (Silverado, F-150)	18 MPG	\$99.00	\$544.53	\$2,121.30
Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90

Enterprise/National Rates				
Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40
Fullsize (Impala, Camry)	28 MPG	\$34.41	\$172.05	\$688.20
Luxury (A4, 3-Series, C-Class)	26 MPG	\$57.00	\$285.00	\$1,140.00
Hybrid (Prius, Accord)	40 MPG	\$45.54	\$227.70	\$910.80
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$50.60	\$253.00	\$1,012.00
Large SUVs (Suburban, Tahoe)	16 MPG	\$81.36	\$406.80	\$1,627.20
Small Pick-Up (Ranger, Dakota)	20 MPG	\$47.00	\$235.00	\$940.00
Trucks (Silverado, F-150)	18 MPG	\$51.00	\$255.00	\$1,020.00
Minivans (Caravan, Windstar)	25 MPG	\$51.65	\$258.25	\$1,033.00
12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00

Name: Nic Diehl

West Virginia Purchasing Division's

Date: 7/16/15



Input Variables	
Total Miles to be Traveled	12
Total Days in Trip	1
Car Rental Rate (Daily, Weekly)	\$41.31
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28

Input variables here

Calculator Results	
Own Car Cost	
Mileage	\$ 6.90
Rental Car Cost	
Rental	\$ 41.31
Refueling	1.39
Total	\$ 42.70

Which is most cost effective?

WV Gas Prices

Terms of use: The purpose of the Mileage Calculator is to facilitate comparison and discussion. It is not a verified decision-support system and may not always yield accurate results.

Revised August 16, 2012
Updated August 16, 2012

* 6.90 is added to rental price to reflect mileage to and from Car Rental.
** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the CRENTAL statewide contract, located on the West Virginia Purchasing Division's website.

Vehicle Rental Reference Chart				
Hertz Rates				
Vehicle Selection	MPGs	Daily	Weekly	Monthly
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Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20
Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10
Luxury (A4, 3-Series, C-Class)	26 MPG	\$79.00	\$434.49	\$1,692.90
Hybrid (Prius, Accord)	40 MPG	\$39.00	\$269.50	\$1,050.00
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Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90

Enterprise/National Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40
Fullsize (Impala, Camry)	28 MPG	\$34.41	\$172.05	\$688.20
Luxury (A4, 3-Series, C-Class)	26 MPG	\$57.00	\$285.00	\$1,140.00
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Minivans (Caravan, Windstar)	25 MPG	\$51.65	\$258.25	\$1,033.00
12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00

WEST VIRGINIA DEVELOPMENT OFFICE
(ALL EXPENSES MUST BE ITEMIZED)

DATE: 7/16/15

MEALS:

AMOUNT:

Guests
(Confidential prospect)

\$51.67

Employee
Nicolas Diehl - WVDO

Original document on file at the West Virginia Development Office

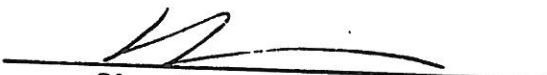
OTHER:

PURPOSE: Expansion Discussion

=====

STATE OF West Virginia COUNTY OF Berkeley, to wit:

I, the undersigned, do solemnly swear that the above expense account is just, accurate, and true and is claimed for cash expense expended for the purpose named in this statement.



Signature

Date	Table	Guests	Server	Server Portion
7/16		2	4	20836
APPT-SOUP/SAL-ENTREE-VEG/POT-DESSERT-BEV				
W				
Spin. Salad 5.99				
Sals. Steak 17.99				
up + g.v.				
C.B.				
Tax				
Thank You Total				

210 GUESTCHECK™ www.nationalchecking.com MADE IN THE USA

Date	Table	Guests	Server	Server Portion
7/16	14	4	4	20834
APPT-SOUP/SAL-ENTREE-VEG/POT-DESSERT-BEV				
USE 1/2 1/2 CO.				
Rueher				
Classic				
w/BACON				
PROV				
Classic AMERICAN				
CLASSIC w/cheddar				
LOVE MAYO				
Thank You Total				

210 GUESTCHECK™ www.nationalchecking.com MADE IN THE USA

Thank you

MRS MCCrackENS DINER
170 LUTZ AVE
HARTINBURG WV 25404
681-260-6454

Terminal ID: 01408999 8629
7/16/15 1:21 PM

SERVER #: 4

CREDIT SALE
UID: 519741878380 REF #: 1437
BATCH #: 068 AUTH #: 003012
AMOUNT \$41.67
TIP \$ 10.00
TOTAL \$ 51.67

APPROVED

CUSTOMER COPY

* YOUR RECEIPT *
* THANK YOU *

13-21 07-16-2015 0026
DEPT 01 *39.31T1
SUBTTL *39.31 *2.36T1
TOTAL *41.67
CHARGE *41.67

HAVE A NICE DAY
PLEASE COME AGAIN

Name: Nic Diehl

West Virginia Purchasing Division's

Date: 7/17/15



Input Variables	
Total Miles to be Traveled	56
Total Days in Trip	1
Car Rental Rate (Daily, Weekly)	\$41.31
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28

Input variables here

Calculated Results	
<u>Own Car Cost</u>	
Mileage	\$ 32.20
<u>Rental Car Cost</u>	
Rental	\$ 41.31
Refueling	6.50
Total	\$ 47.81

Which is most cost effective?

WV Gas Prices

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Revised August 16, 2012
Updated August 16, 2012

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12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90

Enterprise/National Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40
Fullsize (Impala, Camry)	28 MPG	\$34.41	\$172.05	\$688.20
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Minivans (Caravan, Windstar)	25 MPG	\$51.65	\$258.25	\$1,033.00
12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00



STATE OF WEST VIRGINIA TRAVEL EXPENSE ACCOUNT SETTLEMENT

Name: Tiffany Ellis-Williams		Title: Manager, National Accounts		FIMS Vendor No: 144314	
Address: [REDACTED]					
City/State: [REDACTED]		Headquarters: Charleston		Normal Work Hours: 8 a.m. – 4 p.m.	
Department: WVDO		Division: Business & Industrial Development		Section: Marketing	
Purpose of Travel: Attended the 2015 The Greenbrier Classic.					

DATE	TIME	CITY/STATE	MILES	AMOUNT	AIR	CAR RENTAL	MEALS	LODGING	OTHER*	TOTAL
6/28/15	Lv: 8 am	Charleston Office to White Sulphur Springs	120	\$56.40					\$4.00	\$60.40
6/29/15		White Sulphur Springs								
6/30/15		White Sulphur Springs								
7/1/15		White Sulphur Springs								
7/2/15	Rtn: 6 pm	White Sulphur Springs and return	120	\$68.40					\$4.00	\$72.40
TOTAL			240	\$124.80					\$8.00	\$132.80


AGENCY ACCOUNTING INFORMATION						Less Cash Advance (WVFIMS ID#)
Fund	Area	Org	Object	Sub Obj	Amount	
0256						<input checked="" type="checkbox"/> Due Employee <input type="checkbox"/> Due State \$132.80

Traveler must attach copies of direct billed receipts or invoices, i.e., airline, registration, lodging, etc.

OTHER EXPENSES		
DATE	ITEMS	AMOUNT
6/28/15	Tumpike Tolls	\$4.00
7/2/15	Tumpike Tolls	\$4.00

EXPENSES DIRECT BILLED TO THE STATE	
DATE	ITEM AND VENDOR
	See Mileage Calculator Form

I certify that these costs incurred were in connection with my assigned duties, are true, accurate and actual, and do not reflect any costs or expenses reimbursed or to be reimbursed from any other source.

 7/27/15
Traveler's Signature Date

I certify that I have personally examined and approved this Travel Expense Account Settlement. The terms of expense are reasonable and correspond to the assigned duties of the traveler. The terms of expense further meet all State of West Virginia Travel Regulations and are within the budget of this spending unit.

 7/27/15
Approval Agency Head/Designee Date

Approval Supervisor/Department Head Date



STATE OF WEST VIRGINIA TRAVEL EXPENSE ACCOUNT SETTLEMENT

5284

Name: Sean Hill	Title: Manager, National Accounts	FIMS Vendor No: 154227
Address: [REDACTED]		
City/State: [REDACTED]	Headquarters: Charleston	Normal Work Hours: 8:30 a.m. - 5 p.m.
Department: WVDO	Division: Business & Industrial Development	Section:
Purpose of Travel: Attended the 2015 The Greenbrier Classic.		

DATE	TIME	CITY/STATE	MILES	AMOUNT	AIR	CAR RENTAL	MEALS	LODGING	OTHER*	TOTAL
6/28/15	Lv: 8 am	Charleston Office to White Sulphur Springs	120	\$56.40					\$4.00	\$60.40
6/29/15		White Sulphur Springs								
6/30/15		White Sulphur Springs								
7/1/15		White Sulphur Springs								
7/2/15		White Sulphur Springs								
7/3/15		White Sulphur Springs								
7/4/15	Rtn: 6 pm	White Sulphur Springs and return	120	69.00 \$68.40					\$4.00	\$72.40 73.80
			240	\$124.80					\$8.00	\$132.80
TOTAL				125.40						

Fund	Area	Org	Object	Sub Obj	Amount	<input checked="" type="checkbox"/> Due Employee	<input type="checkbox"/> Due State	
0256								133.40

Traveler must attach copies of direct billed receipts or invoices, i.e., airline, registration, lodging, etc.

*OTHER EXPENSES		
DATE	ITEMS	AMOUNT
6/28/15	Tumpike Tolls	\$4.00
7/4/15	Tumpike Tolls	\$4.00

EXPENSES DIRECT BILLED TO THE STATE	
DATE	ITEM AND VENDOR
	See Mileage Calculator Form

I certify that these costs incurred were in connection with my assigned duties, are true, accurate and actual, and do not reflect any costs or expenses reimbursed or to be reimbursed from any other source.

I certify that I have personally examined and approved this Travel Expense Account Settlement. The terms of expense are reasonable and correspond to the assigned duties of the traveler. The terms of expense further meet all State of West Virginia Travel Regulations and are within the budget of this spending unit.


Traveler's Signature
7-20-15
Date


Approval Agency Head/Designee
7/22/15
Date

Approval Supervisor/Department Head
Date

West Virginia Development Office

Cost Comparison for Using a Personal Vehicle Versus a Rental Vehicle

A Blue Box Indicates You are to Enter Data.

By placing an "X" in the box to the right, I certify that a WVDO fleet vehicle is not available for use during this trip, making it necessary to determine appropriate transportation arrangements.

X

Name	Sean Hill
Date(s) of Travel	6/28-7/4/15

Basic Trip Information	
Total Miles to be Traveled	240
Mileage Reimbursement Rate	\$0.470
Total Mileage Calculation	\$112.80

Rental Vehicle Information	
Total Days of Trip	5
Car Rental Cost (Daily, Weekly)	\$32.33
Rental Car Gas Mileage (MPG)	28
Cost of Gasoline per Gallon	\$2.89
Rental Car Cost	\$186.42

Reimbursable Miles on Your Personal Vehicle Associated with Vehicle Pick Up/Return	
Total Miles	
Mileage Reimbursement Rate	\$0.470
Reimbursement for Personal Vehicle Mileage	\$0.00

Total Cost For A Rental Vehicle or Maximum Reimbursement Allowed *	\$186.42
---	-----------------

* If personal vehicle is selected for convenience purposes, maximum reimbursement will be no greater than this amount.



 Signature

West Virginia Purchasing Division's Vehicle Rental versus Reimbursement Calculator



Input Variables	
Total Miles to be Traveled	240
Total Days in Trip	5
Car Rental Rate (Daily, Weekly)	\$31.92
Cost of Gasoline per Gallon	\$ 2.89
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28

Input variables here

Calculated Results	
Own Car Cost	
Mileage	\$ 138.00
Rental Car Cost	
Rental	\$ 159.60
Refueling	24.77
Total	\$ 184.37

Which is most cost effective?

WV Gas Prices

Terms of use: The purpose of the Mileage Calculator is to facilitate comparison and discussion. It is not a verified decision-support system and may not always yield accurate results.

Revised August 16, 2012
Updated August 16, 2012

** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the CRENTAL statewide contract, located on the West Virginia Purchasing Division's website.

Vehicle Rental Reference Chart					
Vehicle Selection		MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)		35 MPG	\$27.00	\$148.40	\$578.70
Intermediate (Cobalt, Corolla)		32 MPG	\$31.00	\$170.52	\$664.20
Fullsize (Impala, Camry)		28 MPG	\$33.00	\$181.51	\$707.10
Luxury (A4, 3-Series, C-Class)		26 MPG	\$79.00	\$434.49	\$1,692.90
Hybrid (Prius, Accord)		40 MPG	\$39.00	\$269.50	\$1,050.00
Medium SUVs (Explorer, Trailblazer)		18 MPG	\$59.00	\$324.52	\$1,264.20
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12-Passenger Van (Ford & Chevys)		14 MPG	\$74.00	\$434.49	\$1,692.90

Enterprise/National Rates					
Vehicle Selection		MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)		35 MPG	\$30.09	\$150.45	\$601.80
Intermediate (Cobalt, Corolla)		32 MPG	\$31.92	\$159.60	\$638.40
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12-Passenger Van (Ford & Chevys)		14 MPG	\$97.00	\$485.00	\$1,940.00



STATE OF WEST VIRGINIA TRAVEL EXPENSE ACCOUNT SETTLEMENT

Name: Todd Hooker	Title: Manager, National Accounts	FIMS Vendor No: 145411
Address: [REDACTED]		
City/State: [REDACTED]	Headquarters: Charleston	Normal Work Hours: 8:30 a.m. – 5:00 p.m.
Department: WVDO	Division: Business & Industrial Development	Section: Marketing
Purpose of Travel: Attended and participated in the 2015 The Greenbrier Classic.		

DATE	TIME	CITY/STATE	MILES	AMOUNT	AIR	CAR RENTAL	MEALS	LODGING	OTHER*	TOTAL
6/28/15	Lv: 1 pm	Charleston Office to White Sulphur Springs	122	\$57.34					\$4.00	\$61.34
6/29/15		White Sulphur Springs								
6/30/15		White Sulphur Springs								
7/1/15		White Sulphur Springs								
7/2/15		White Sulphur Springs								
7/3/15	Rtn: 1 pm	White Sulphur Springs and return	122	\$70.15					\$4.00	\$74.15
			244	\$127.49					\$8.00	\$135.49

AGENCY ACCOUNTING INFORMATION						Less Cash Advance (WVFIMS ID# _____)	
Fund	Area	Org	Object	Sub Obj	Amount	<input checked="" type="checkbox"/> Due Employee	<input type="checkbox"/> Due State
0256							\$135.49

Traveler must attach copies of direct billed receipts or invoices, i.e., airline, registration, lodging, etc.

OTHER EXPENSES		
DATE	ITEMS	AMOUNT
6/28/15	Tumpike Tolls	\$4.00
7/3/15	Tumpike Tolls	\$4.00

EXPENSES DIRECT BILLED TO THE STATE	
DATE	ITEM AND VENDOR

I certify that these costs incurred were in connection with my assigned duties, are true, accurate and actual, and do not reflect any costs or expenses reimbursed or to be reimbursed from any other source.

I certify that I have personally examined and approved this Travel Expense Account Settlement. The terms of expense are reasonable and correspond to the assigned duties of the traveler. The terms of expense further meet all State of West Virginia Travel Regulations and are within the budget of this spending unit.

Traveler's Signature

Date

Approval Agency Head/Designee

Date

Approval Supervisor/Department Head

Date

West Virginia Development Office
Cost Comparison for Using a Personal Vehicle Versus a Rental Vehicle

A Blue Box Indicates You are to Enter Data.

By placing an "X" in the box to the right, I certify that a WVDO fleet vehicle is not available for use during this trip, making it necessary to determine appropriate transportation arrangements.

X

Name	Todd Hooker
Date(s) of Travel	6/28-30/15

Basic Trip Information	
Total Miles to be Traveled	122
Mileage Reimbursement Rate	\$0.470
Total Mileage Calculation	\$57.34

Rental Vehicle Information	
Total Days of Trip	3
Car Rental Cost (Daily, Weekly)	\$32.33
Rental Car Gas Mileage (MPG)	28
Cost of Gasoline per Gallon	\$2.69
Rental Car Cost	\$108.71

Reimbursable Miles on Your Personal Vehicle Associated with Vehicle Pick Up/Return	
Total Miles	
Mileage Reimbursement Rate	\$0.470
Reimbursement for Personal Vehicle Mileage	\$0.00

Total Cost For A Rental Vehicle or Maximum Reimbursement Allowed *	\$108.71
---	-----------------

* If personal vehicle is selected for convenience purposes, maximum reimbursement will be no greater than this amount.


 Signature

West Virginia Purchasing Division's Vehicle Rental versus Reimbursement Calculator

7/1-3/15



Input Variables	
Total Miles to be Traveled	122
Total Days in Trip	3
Car Rental Rate (Daily, Weekly)	\$31.92
Cost of Gasoline per Gallon	\$ 2.69
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28

Input variables here

Calculated Results	
Own Car Cost	
Mileage	\$ 70.15
Rental Car Cost	
Rental	\$ 95.76
Refueling	11.72
Total	\$ 107.48

Which is most cost effective?

WV Gas Prices

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Revised August 16, 2012
Updated August 16, 2012

Vehicle Rental Reference Chart				
Hertz Rates				
Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70
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Large SUVs (Suburban, Tahoe)	16 MPG	\$79.00	\$434.49	\$1,692.90
Small Pick-Up (Ranger, Dakota)	20 MPG	\$79.00	\$434.49	\$1,692.90
Trucks (Silverado, F-150)	18 MPG	\$99.00	\$544.53	\$2,121.30
Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90

Enterprise/National Rates				
Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40
Fullsize (Impala, Camry)	28 MPG	\$34.41	\$172.05	\$688.20
Luxury (A4, 3-Series, C-Class)	26 MPG	\$57.00	\$285.00	\$1,140.00
Hybrid (Prius, Accord)	40 MPG	\$45.54	\$227.70	\$910.80
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$50.60	\$253.00	\$1,012.00
Large SUVs (Suburban, Tahoe)	16 MPG	\$81.36	\$406.80	\$1,627.20
Small Pick-Up (Ranger, Dakota)	20 MPG	\$47.00	\$235.00	\$940.00
Trucks (Silverado, F-150)	18 MPG	\$51.00	\$255.00	\$1,020.00
Minivans (Caravan, Windstar)	25 MPG	\$51.65	\$258.25	\$1,033.00
12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00

** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the CRENTAL statewide contract, located on the West Virginia Purchasing Division's website.



STATE OF WEST VIRGINIA TRAVEL EXPENSE ACCOUNT SETTLEMENT

Name: Kristopher Hopkins		Title: Director, Business & Industrial Development	FIMS Vendor No: 122917
Address: [REDACTED]			
City/State: [REDACTED]	Headquarters: Charleston	Normal Work Hours: 8:30 a.m. – 5 p.m.	
Department: WVDO	Division: Business & Industrial Development	Section:	
Purpose of Travel: Attended and participated in the 2015 The Greenbrier Classic.			

DATE	TIME	CITY/STATE	MILES	AMOUNT	AIR	CAR RENTAL	MEALS	LODGING	OTHER*	TOTAL
6/28/15	6 am	Milton to White Sulphur Springs	152	\$87.40					\$4.00	\$91.40
6/29/15		White Sulphur Springs								
6/30/15		White Sulphur Springs to Charleston Office	122	\$70.15					\$4.00	\$74.15
7/1/15		Charleston Office to Madison, to Charleston Office to White Sulphur Springs	306	\$175.95					\$4.00	\$179.95
7/2/15		White Sulphur Springs								
7/3/15		White Sulphur Springs								
7/4/15		White Sulphur Springs								
7/5/15		White Sulphur Springs								
7/6/15	Rtn: 5 pm	White Sulphur Springs and return	122	\$70.15					\$4.00	\$74.15
TOTAL			702	\$403.65					\$16.00	\$419.65

AGENCY ACCOUNTING INFORMATION						Less Cash Advance (WVFIMS ID# _____)	
Fund	Area	Org	Object	Sub. Obj	Amount	<input checked="" type="checkbox"/> Due Employee	<input type="checkbox"/> Due State
0256							\$419.65
						Traveler must attach copies of direct billed receipts or invoices, i.e., airline, registration, lodging, etc.	

*OTHER EXPENSES		
DATE	ITEMS	AMOUNT
6/28/15	Tumpike Tolls	\$4.00
6/30/15	Tumpike Tolls	\$4.00
7/1/15	Tumpike Tolls	\$4.00
7/6/15	Tumpike Tolls	\$4.00

EXPENSES DIRECT BILLED TO THE STATE	
DATE	ITEM AND VENDOR
	(Mileage Calculator Forms Attached)

I certify that these costs incurred were in connection with my assigned duties, are true, accurate and actual, and do not reflect any costs or expenses reimbursed or to be reimbursed from any other source.

I certify that I have personally examined and approved this Travel Expense Account Settlement. The terms of expense are reasonable and correspond to the assigned duties of the traveler. The terms of expense further meet all State of West Virginia Travel Regulations and are within the budget of this spending unit.

 _____ Traveler's Signature	7/14/15 _____ Date	 _____ Approval Agency Head/Designee	7/15/15 _____ Date
_____ Approval Supervisor/Department Head		_____ Date	

Name: Kris Hopkins

Date: 6/28-30/2015

West Virginia Purchasing Division's Vehicle Rental versus Reimbursement Calculator



Input Variables	
Total Miles to be Traveled	274
Total Days in Trip	3
Car Rental Rate (Daily, Weekly)	\$50.60
Cost of Gasoline per Gallon	\$ 3.69
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	18

Input variables here

Calculated Results	
Own Car Cost	
Mileage	\$ 157.55
Rental Car Cost	
Rental	\$ 151.80
Refueling	56.17
Total	\$ 207.97

Which is most cost effective?

WV Gas Prices

Terms of use: The purpose of the Mileage Calculator is to facilitate comparison and discussion. It is not a verified decision-support system and may not always yield accurate results.

Revised August 16, 2012
Updated August 16, 2012

** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the CRENTAL statewide contract, located on the West Virginia Purchasing Division's website.

Vehicle Rental Reference Chart

Hertz Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20
Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10
Luxury (A4, 3-Series, C-Class)	26 MPG	\$79.00	\$434.49	\$1,692.90
Hybrid (Prius, Accord)	40 MPG	\$39.00	\$269.50	\$1,050.00
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$59.00	\$324.52	\$1,264.20
Large SUVs (Suburban, Tahoe)	16 MPG	\$79.00	\$434.49	\$1,692.90
Small Pick-Up (Ranger, Dakota)	20 MPG	\$79.00	\$434.49	\$1,692.90
Trucks (Silverado, F-150)	18 MPG	\$99.00	\$544.53	\$2,121.30
Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90

Enterprise/National Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40
Fullsize (Impala, Camry)	28 MPG	\$34.41	\$172.05	\$688.20
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Small Pick-Up (Ranger, Dakota)	20 MPG	\$47.00	\$235.00	\$940.00
Trucks (Silverado, F-150)	18 MPG	\$51.00	\$255.00	\$1,020.00
Minivans (Caravan, Windstar)	25 MPG	\$51.65	\$258.25	\$1,033.00
12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00

Name: Kris Hopkins

Date: 7/1-6/2015

West Virginia Purchasing Division's Vehicle Rental versus Reimbursement Calculator



Input Variables	
Total Miles to be Traveled	428
Total Days in Trip	6
Car Rental Rate (Daily, Weekly)	\$31.92
Cost of Gasoline per Gallon	\$ 3.69
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28

Input variables here

Calculated Results	
Own Car Cost	
Mileage	\$ 246.10
Rental Car Cost	
Rental	\$ 191.52
Refueling	56.40
Total	\$ 247.92

Which is most cost effective?

WV Gas Prices

Terms of use: The purpose of the Mileage Calculator is to facilitate comparison and discussion. It is not a verified decision-support system and may not always yield accurate results.

Revised August 16, 2012
Updated August 16, 2012

Vehicle Data Reference Chart				
Hertz Rates				
Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20
Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10
Luxury (A4, 3-Series, C-Class)	26 MPG	\$79.00	\$434.49	\$1,692.90
Hybrid (Prius, Accord)	40 MPG	\$39.00	\$269.50	\$1,050.00
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Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90

Enterprise/National Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40
Fullsize (Impala, Camry)	28 MPG	\$34.41	\$172.05	\$688.20
Luxury (A4, 3-Series, C-Class)	26 MPG	\$57.00	\$285.00	\$1,140.00
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Small Pick-Up (Ranger, Dakota)	20 MPG	\$47.00	\$235.00	\$940.00
Trucks (Silverado, F-150)	18 MPG	\$51.00	\$255.00	\$1,020.00
Minivans (Caravan, Windstar)	25 MPG	\$51.65	\$258.25	\$1,033.00
12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00

** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the CRENTAL statewide contract, located on the West Virginia Purchasing Division's website.



STATE OF WEST VIRGINIA TRAVEL EXPENSE ACCOUNT SETTLEMENT

Name: E. Caitlin Ashley		Title: International Trade Rep		FIMS Vendor No: 153948						
City: [REDACTED]		Headquarters: Charleston		Normal Work Hours: 9:00 - 5:30						
Department: Commerce		Division: International		Section:						
Travel Purpose: To meet with exporters and business prospects at The Greenbrier Classic										
State Car: Yes <input type="checkbox"/> No <input type="checkbox"/>		Personal Car: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>								
DATE	TIME	CITY/STATE	MILES	AMOUNT	AIR	CAR RENTAL	M&I	LODGING	OTHER	TOTAL
7/3/15		Chas -White Slph Spgs	121	* 45.96			0.00	0.00	4.00	49.96
7/4/15		Wht Slph Spgs-Chas	121	* 45.96			0.00	0.00	4.00	49.96
7/31/15		Charleston Area							35.99	35.99
				91.92					43.99	135.91
Less Cash Advance				(WVFIMS ID#:						
Amount Due To:				Employee		State		135.91		

AGENCY ACCOUNTING INFORMATION					
FUND	ORG	ACT	OBJ	SUB OBJ	AMOUNT

*WVDO Mileage Chart Applied
Note: No charge for meals or lodging

Traveler must attach copies of direct billed receipts or invoices, i.e., airline, registration, lodging, etc.

OTHER EXPENSES		
DATE	ITEMS	AMOUNT
7/3/15	Turnpike Tolls (No Receipt)	4.00
7/4/2015	Turnpike Tolls (No Receipt)	4.00
7/31/15	Lunch - Export Mtg	35.99

EXPENSES DIRECT BILLED TO THE STATE		
DATE	ITEM AND VENDOR	AMOUNT

I certify that these costs incurred were in connection with my assigned duties, are true, accurate and actual, and do not reflect any costs or expenses reimbursed or to be reimbursed from any other source.

I certify that I have personally examined and approved the Travel Expense Account Settlement. The terms of expenses are reasonable and correspond to the assigned duties of the traveler. The terms of expense further meet all State of West Virginia Travel Regulations and are within the budget of this spending unit.

E. Caitlin Ashley 8-3-15
Traveler's Signature Date
[Signature] 8/4/15
Approval Supervisor/Agency Head Date

[Signature] 8/14/15
Approval Agency Head/Designee Date

West Virginia Purchasing Division's Vehicle Rental versus Reimbursement Calculator



Input Variables		
Total Miles to be Traveled	121	
Car Rental Rate (Daily, Weekly)	\$31.92	
Cost of Gasoline per Gallon	\$ 3.25	
Mileage Reimbursement Rate	\$ 0.575	
Rental Car Gas Mileage (MPG)	28	

Input variables here

Calculated Results	
Own Car Cost	\$ 83.37
Mileage	
Rental Car Cost	\$ 31.92
Rental	14.04
Refueling	
Total	\$ 45.96

Which is most cost effective?

WV Gas Prices

Terms of use: The purpose of the Mileage Calculator is to facilitate comparison and discussion. It is not a verified decision-support system and may not always yield accurate results.

Revised August 16, 2012
Updated August 16, 2012

** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the CRENTAL statewide contract, located on the West Virginia Purchasing Division's website.

Vehicle Data Reference Chart

Hertz Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20
Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10
Luxury (A4, 3-Series, C-Class)	26 MPG	\$79.00	\$434.49	\$1,692.90
Hybrid (Prius, Accord)	40 MPG	\$39.00	\$269.50	\$1,050.00
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$59.00	\$324.52	\$1,264.20
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Trucks (Silverado, F-150)	18 MPG	\$99.00	\$544.53	\$2,121.30
Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90

Enterprise/National Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40
Fullsize (Impala, Camry)	28 MPG	\$34.41	\$172.05	\$688.20
Luxury (A4, 3-Series, C-Class)	26 MPG	\$57.00	\$285.00	\$1,140.00
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Small Pick-Up (Ranger, Dakota)	20 MPG	\$47.00	\$235.00	\$940.00
Trucks (Silverado, F-150)	18 MPG	\$51.00	\$255.00	\$1,020.00
Minivans (Caravan, Windstar)	25 MPG	\$51.65	\$258.25	\$1,033.00
12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00

STATE OF WEST VIRGINIADEPARTMENT OF ADMINISTRATION
TRAVEL MANAGEMENT OFFICE
REQUEST FOR HOSPITALITY SERVICESPENDING UNIT NAME/ORG # WVDO - International DivisionCONTACT PERSON E. Caitlin AshleyTELEPHONE NUMBER (304) 957-2014FUNCTION SPONSOR International DivisionLOCATION OF FUNCTION Grano - South Charleston, WVDATE(S) OF FUNCTION 7/31/15**ESTIMATED EXPENSES**

FOOD AND BEVERAGE

\$ 35.99

MEETING ROOM

\$ _____

EQUIPMENT RENTAL

\$ _____

LODGING

\$ _____

OTHER/

\$ _____

OTHER/

\$ _____

TOTAL

\$ 35.99**PURPOSE/JUSTIFICATION OF FUNCTION:**

Lunch meeting with Greg Pendergrass, Precision Samplers to discuss export business with WVDO.

FUNCTION ATTENDEES (Must list individual names unless for a group of 20 or more. A list of attendees for groups of 20 or more must accompany the form):

Greg Pendergrass, Precision Samplers; and E. Caitlin Ashley (employee)

AGENCY AUTHORIZATION FOR THE ABOVE FUNCTION

By: _____

FUNCTION REPRESENTATIVE'S SIGNATURE

By: _____

AGENCY HEAD / DESIGNEE SIGNATURE

8.3.15

DATE

8/4/15

DATE

Lunch w/ Greg
Pensteygrass
Precision Samples

grano
228 7th ave.
So. Charleston, West Virginia 25303
(304) 205-5896

Server: Ammar Station: #

Order Number: 30917
Dining Room - coffee 1

greek salad	\$12.00
> Add Chicken \$3.95	
greek salad	\$12.00
> Add Lamb \$3.95	
ice tea	\$2.50

SUB TOTAL: \$29.45

Tax 1 6% \$1.77

TOTAL PRICE: \$31.22

7/31/2015 11:46 AM

6.00
35.99

Thank You
please if you like to receive messages,
promotion offers,
PROVIDE US WITH YOUR EMAIL :-)



STATE OF WEST VIRGINIA TRAVEL EXPENSE ACCOUNT SETTLEMENT

Name: Enybe Diaz		Title: International Export Rep		FIMS Vendor No: 190958						
State: [REDACTED]		Headquarters: Charleston		Normal Work Hours:						
Department: Commerce		Division: International		Section:						
Travel Purpose: To meet with exporters and business prospects at The Greenbrier Classic										
State Car: Yes		No		Personal Car: Yes						
				No						
DATE	TIME	CITY/STATE	MILES	AMOUNT	AIR	CAR RENTAL	M&I	LODGING	OTHER	TOTAL
7/3/15	8:00 a	Chas-Wht Slphr Spgs	121	* 45.96					4.00	49.96
7/4/15		Wht Slphr Spgs-Chas	121	* 45.96						45.96
TOTALS			242	91.92	0.00	0.00	0.00	0.00	4.00	95.92
				Less Cash Advance (WVFIMS ID#:						
				Amount Due To:		Employee	State			95.92

AGENCY ACCOUNTING INFORMATION					
FUND	ORG	ACT	OBJ	SUB OBJ	AMOUNT

*WVDO Mileage Calculator Applied



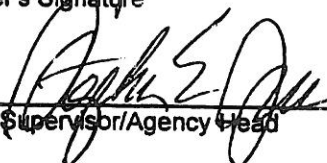
Traveler must attach copies of direct billed receipts or invoices, i.e., airline, registration, lodging, etc.

OTHER EXPENSES		
DATE	ITEMS	AMOUNT
7/3/15	Turnpike Tolls (no receipt)	4.00

EXPENSES DIRECT BILLED TO THE STATE		
DATE	ITEM AND VENDOR	AMOUNT

I certify that these costs incurred were in connection with my assigned duties, are true, accurate and actual, and do not reflect any costs or expenses reimbursed or to be reimbursed from any other source.

I certify that I have personally examined and approved the Travel Expense Account Settlement. The terms of expenses are reasonable and correspond to the assigned duties of the traveler. The terms of expense further meet all State of West Virginia Travel Regulations and are within the budget of this spending unit.

 Traveler's Signature	8/3/15 Date	 Approval Agency Head/Designee	8/4/15 Date
 Approval Supervisor/Agency Head	8/4/15 Date		

West Virginia Purchasing Division's Vehicle Rental versus Reimbursement Calculator



Input Variables	
Total Miles to be Traveled	121
Total Days in Trip	1
Car Rental Rate (Daily, Weekly)	\$31.92
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28

Input variables
here

Calculated Results	
Own Car Cost	
Mileage	\$ 83.37
Rental Car Cost	
Rental	\$ 31.92
Refueling	14.04
Total	\$ 45.96

Which is
most cost
effective?

WV Gas Prices

Terms of use: The purpose of the Mileage Calculator is to facilitate comparison and discussion. It is not a verified decision-support system and may not always yield accurate results.

Revised August 16, 2012
Updated August 16, 2012

** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the CRENTAL statewide contract, located on the West Virginia Purchasing Division's website.

Vehicle Data Reference Chart				
Hertz Rates				
Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20
Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10
Luxury (A4, 3-Series, C-Class)	26 MPG	\$79.00	\$434.49	\$1,692.90
Hybrid (Prius, Accord)	40 MPG	\$39.00	\$269.50	\$1,050.00
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$59.00	\$324.52	\$1,264.20
Large SUVs (Suburban, Tahoe)	16 MPG	\$79.00	\$434.49	\$1,692.90
Small Pick-Up (Ranger, Dakota)	20 MPG	\$79.00	\$434.49	\$1,692.90
Trucks (Silverado, F-150)	18 MPG	\$99.00	\$544.53	\$2,121.30
Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90
Enterprise/National Rates				
Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40
Fullsize (Impala, Camry)	28 MPG	\$34.41	\$172.05	\$688.20
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12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00



STATE OF WEST VIRGINIA TRAVEL EXPENSE ACCOUNT SETTLEMENT

Name: Hollie Hubbert		Title: Program Manager		FIMS Vendor No: 168771	
State: [REDACTED]		Headquarters: [REDACTED]		Normal Work Hours: 9:00 - 5:30	
Department: Commerce		Division: International		Section:	
Travel Purpose: To meet with confidential clients at Greenbrier Classic for 2015.					
State Car: Yes		No		Personal Car: Yes x No	
DATE	TIME	CITY/STATE	MILES	AMOUNT	AIR RENTAL M&I LODGING OTHER TOTAL
7/1/15		Charleston to			
		White Sulphur Springs	121	* 69.57	
7/2/15		White Sulphur Springs			
7/3/15		White Sulphur Springs			
7/4/15		White Sulphur Springs			
7/5/15		White Sulphur Springs			
7/6/15		White Sulphur Springs			
		to Charleston	121	* 69.57	
TOTALS			242	139.15	

Less Cash Advance (WVFIMS ID#:)
Amount Due To: ☒ Employee ☐ State 147.14

AGENCY ACCOUNTING INFORMATION					
FUND	ORG	ACT	OBJ	SUB OBJ	AMOUNT

*WVDO Mileage Calculator applied

Traveler must attach copies of direct billed receipts or invoices, i.e., airline, registration, lodging, etc.

OTHER EXPENSES		
DATE	ITEMS	AMOUNT
7/1/15	Turnpike Tolls (2@\$2) No Recp	4.00
7/6/15	Turnpike Tolls (2@\$2)	4.00

8.00

EXPENSES DIRECT BILLED TO THE STATE		
DATE	ITEM AND VENDOR	AMOUNT

I certify that these costs incurred were in connection with my assigned duties, are true, accurate and actual, and do not reflect any costs or expenses reimbursed or to be reimbursed from any other source.

I certify that I have personally examined and approved the Travel Expense Account Settlement. The terms of expenses are reasonable and correspond to the assigned duties of the traveler. The terms of expense further meet all State of West Virginia Travel Regulations and are within the budget of this spending unit.

Traveler's Signature: [Signature] Date: 7/7/15
Approval Supervisor/Agency Head: [Signature] Date: 7/9/15

Approval Agency Head/Designee: [Signature] Date: 7/10/15

West Virginia Purchasing Division's Vehicle Rental versus Reimbursement Calculator



Input Variables	
Total Miles to be Traveled	242
Total Days in Trip	6
Car Rental Rate (Daily, Weekly)	\$31.92
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28

Input variables here

Calculator Results	
Own Car Cost	
Mileage	\$ 139.15
Rental Car Cost	
Rental	\$ 191.52
Refueling	28.09
Total	\$ 219.61

Which is most cost effective?

WV Gas Prices

Terms of use: The purpose of the Mileage Calculator is to facilitate comparison and discussion. It is not a verified decision-support system and may not always yield accurate results.

Revised August 16, 2012
Updated August 16, 2012

** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the CRENAL statewide contract, located on the West Virginia Purchasing Division's website.

Vehicle Data Reference Chart				
Hertz Rates				
Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20
Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10
Luxury (A4, 3-Series, C-Class)	26 MPG	\$79.00	\$434.49	\$1,692.90
Hybrid (Prius, Accord)	40 MPG	\$39.00	\$269.50	\$1,050.00
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$59.00	\$324.52	\$1,264.20
Large SUVs (Suburban, Tahoe)	16 MPG	\$79.00	\$434.49	\$1,692.90
Small Pick-Up (Ranger, Dakota)	20 MPG	\$79.00	\$434.49	\$1,692.90
Trucks (Silverado, F-150)	18 MPG	\$99.00	\$544.53	\$2,121.30
Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90
Enterprise/National Rates				
Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40
Fullsize (Impala, Camry)	28 MPG	\$34.41	\$172.05	\$688.20
Luxury (A4, 3-Series, C-Class)	26 MPG	\$57.00	\$285.00	\$1,140.00
Hybrid (Prius, Accord)	40 MPG	\$45.54	\$227.70	\$910.80
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$50.60	\$253.00	\$1,012.00
Large SUVs (Suburban, Tahoe)	16 MPG	\$81.36	\$406.80	\$1,627.20
Small Pick-Up (Ranger, Dakota)	20 MPG	\$47.00	\$235.00	\$940.00
Trucks (Silverado, F-150)	18 MPG	\$51.00	\$255.00	\$1,020.00
Minivans (Caravan, Windstar)	25 MPG	\$51.65	\$258.25	\$1,033.00
12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 6 Collector: 58217

Mon Jul 06, 2015 16:50:58

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 5 Collector: 52201

Mon Jul 06, 2015 16:26:36

Class: 1

Toll paid: \$ 2.00



STATE OF WEST VIRGINIA TRAVEL EXPENSE ACCOUNT SETTLEMENT

Name: Angela Mascia		Title: Project Manager-Europe		FIMS Vendor No: 155781						
Address: [REDACTED]		Headquarters: Charleston		Normal Work Hours:						
State: [REDACTED]		Division:		Section:						
Department: Commerce		Division:		Section:						
Travel Purpose: To meet with confidential client during Greenbrier Classic for 2015.										
State Car: Yes <input type="checkbox"/> No <input type="checkbox"/>		Personal Car: Yes <input type="checkbox"/> No <input type="checkbox"/>								
DATE	TIME	CITY/STATE	MILES	AMOUNT	AIR	CAR RENTAL	M&I	LODGING	OTHER	TOTAL
7/2/15		Charleston Area		0.00		*				0.00
7/3/15		Charleston Area		0.00						0.00
7/4/15		Charleston - White Sulphur Springs		0.00					4.00	4.00
7/5/15		White Sulphur Springs		0.00						0.00
7/6/15		White Sulphur Springs-Charleston		0.00					41.67	41.67
				0.00						0.00
				0.00						0.00
				0.00						0.00
				0.00						0.00
				0.00						0.00
TOTALS			0	0.00	0.00	0.00	0.00	0.00	45.67	45.67
Less Cash Advance (WVFIMS ID#:										
Amount Due To:						x	Employee		State	45.67

AGENCY ACCOUNTING INFORMATION					
FUND	ORG	ACT	OBJ	SUB OBJ	AMOUNT

Traveler must attach copies of direct billed receipts or invoices, i.e., airline, registration, lodging, etc.

OTHER EXPENSES		
DATE	ITEMS	AMOUNT
7/4/15	Turnpike Tolls	4.00
7/6/15	Gasoline - Rental Car	37.67
7/6/15	Turnpike Tolls	4.00

EXPENSES DIRECT BILLED TO THE STATE		
DATE	ITEM AND VENDOR	AMOUNT
7/3/15	Rental Car charged to Agency Ghost Acct	137.64

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[Signature] 7/7/15
Traveler's Signature Date

[Signature] 7/9/15
Approval Supervisor/Agency Head Date

[Signature] 7/10/15
Approval Agency Head/Designee Date

EAN HOLDINGS, LLC, 1115 SMITH STREET, CHARLESTON, WV 253011313 (304) 344-2600

RENTAL AGREEMENT REF# 493985
SUMMARY OF CHARGES 1M3TB8

RENTER
MASCIA, ANGELA

DATE & TIME OUT
07/02/2015 04:55 PM
DATE & TIME IN
07/06/2015 04:13 PM

BILLING CYCLE
24-HOUR

VEH #1 2015 TOYO CAMR SE
VIN# 4T1BF1FK9FU955883
LIC# 6YV871
MILES
DRIVEN 276

BILL TO ACCOUNT
STATE OF WV DVLPMNT OFF
ATTN: 6838
DEVELOPMENT OFFICE
CHARLESTON, WV 25305

Charge Description	Date	Quantity	Per	Rate	Total
TIME & DISTANCE	07/02 - 07/06	4	DAY	\$34.41	\$137.64
REFUELING CHARGE	07/02 - 07/06				\$0.00
Subtotal:					\$137.64
Adjustments					
0550 - DR ADVERTISING					(\$3.40)
Taxes & Surcharges					
VEHICLE LICENSE COST	07/02 - 07/06	4	DAY	\$0.85	\$3.40
RECOVERY FEE					
Total Charges:					\$137.64

Bill-To / Deposits

STATE OF WV DVLPMNT OFF					
TIME & DISTANCE	07/02 - 07/06	4	DAY		
REFUELING CHARGE	07/02 - 07/06				
VEHICLE LICENSE COST	07/02 - 07/06	4	DAY		
RECOVERY FEE					
ADJUSTMENT		1	RENTAL		(\$3.40)
Subtotal:					(\$137.64)

Total Amount Due \$0.00

PAYMENT INFORMATION

AMOUNT PAID TYPE
\$137.64 Mastercard

WELCOME TO
OUR STORE

00009481185

DUPLICATE OUTDOOR RECEIPT

DATE 07/06/15 16:00

PUMP # 04

PRODUCT: REG

GALLONS: 12.995

PRICE/G: \$ 2.899

FUEL SALE \$ 37.67

Auth #: 154682

Ref: 82640026

Resp Code: 000

Term ID: 00004

Stan: 000251516

SITE ID: 9481185

Earn rebates
with BP Visa
Take application
and Apply Today

THANKS, COME AGAIN

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 3 Collector: 58091

Sat Jul 04, 2015 14:38:07

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 9 Collector: 55276

Sat Jul 04, 2015 15:01:58

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 1 Collector: 52271

Mon Jul 06, 2015 12:41:35

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 10 Collector: 58298

Mon Jul 06, 2015 13:07:25

Class: 1

Toll paid: \$ 2.00



Name: Stephen Spence			Title: Director			FIMS Vendor No: 128255						
Address: [REDACTED]			Headquarters: Charleston									
State: [REDACTED]			Division:			Normal Work Hours: 8:30 a - 5:30 p						
Department: Commerce			Section:									
Travel Purpose: Meetings with investment prospects and exporters at The Greenbrier Classic												
State Car:		Yes	No	Personal Car:		Yes	x	No				
DATE	TIME	CITY/STATE	MILES	AMOUNT	AIR	CAR RENTAL	M&I	LODGING	OTHER	TOTAL		
6/28/15		Charleston -	119	* 45.73			**	**	4.00	49.73		
		White Sulphur Spgs										
6/29/15		White Sulphur Spgs -	119	* 45.73			**		4.00	49.73		
		Charleston										
7/1/15		Chas-Wht Slphr Spgs-	145	* 48.75			**	**	4.00	52.75		
		Lewisburg Area										
7/2/15		Wht Slphr Sprgs-Chas	119	* 45.73			**		4.00	49.73		
7/3/15		Chas-Wht Slphr Spgs	119	* 45.73			**	**	4.00	49.73		
7/4/15		Wht Slphr Sprg					**	**				
7/5/15		Wht Slphr Spgs-Chas					**	**				
7/6/15		Wht Slphr Spgs-Chas	119	* 45.73					4.00	49.73		
TOTALS			740	277.40	0.00	0.00	0.00	0.00	24.00	301.40		
					Less Cash Advance (WVFIMS ID#:							
AGENCY ACCOUNTING INFORMATION					Amount Due To:					Employee	State	301.40

AGENCY ACCOUNTING INFORMATION					
FUND	ORG	ACT	OBJ	SUB OBJ	AMOUNT

* WVDO Mileage Chart Applied
 ** Meals and Lodging placed on Ghost Account

Traveler must attach copies of direct billed receipts or invoices, i.e., airline, registration, lodging, etc.

OTHER EXPENSES		
DATE	ITEMS	AMOUNT
6/28/15	Turnpike Tolls	4.00
6/29/15	Turnpike Tolls	4.00
7/1/15	Turnpike Tolls	4.00
7/2/15	Turnpike Tolls	4.00
7/3/15	Turnpike Tolls	4.00
7/6/15	Turnpike Tolls	4.00

[illegible]

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I certify that I have personally examined and approved the Travel Expense Account Settlement. The terms of expenses are reasonable and correspond to the assigned duties of the traveler. The terms of expense further meet all State of West Virginia Travel Regulations and are within the budget of this spending unit.

Traveler's Signature _____

Date: _____

Approval Agency Head/Designee

Date _____

Approval Supervisor/Agency Head

Date _____

West Virginia Purchasing Division's Vehicle Rental versus Reimbursement Calculator



Total Miles to be Traveled	145
Total Days in Trip	1
Car Rental Rate (Daily, Weekiv)	\$31.92
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28

Input variables
here

Own Car Cost	
Mileage	\$ 83.37
Rental Car Cost	
Rental	\$ 31.92
Refueling	16.83
Total	\$ 48.75

Which is
most cost
effective?

WV Gas Prices

Terms of use: The purpose of the Mileage Calculator is to facilitate comparison and discussion. It is not a verified decision-support system and may not always yield accurate results.

Revised August 16, 2012
Updated August 16, 2012

*** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the CRENTAL statewide contract, located on the West Virginia Purchasing Division's website.

Hertz Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20
Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10
Luxury (A4, 3-Series, C-Class)	26 MPG	\$79.00	\$434.49	\$1,692.90
Hybrid (Prius, Accord)	40 MPG	\$39.00	\$269.50	\$1,050.00
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$59.00	\$324.52	\$1,264.20
Large SUVs (Suburban, Tahoe)	16 MPG	\$79.00	\$434.49	\$1,692.90
Small Pick-Up (Ranger, Dakota)	20 MPG	\$79.00	\$434.49	\$1,692.90
Trucks (Silverado, F-150)	18 MPG	\$99.00	\$544.53	\$2,121.30
Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90

Enterprise/National Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40
Fullsize (Impala, Camry)	28 MPG	\$34.41	\$172.05	\$688.20
Luxury (A4, 3-Series, C-Class)	26 MPG	\$57.00	\$285.00	\$1,140.00
Hybrid (Prius, Accord)	40 MPG	\$45.54	\$227.70	\$910.80
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$50.60	\$253.00	\$1,012.00
Large SUVs (Suburban, Tahoe)	16 MPG	\$81.36	\$406.80	\$1,627.20
Small Pick-Up (Ranger, Dakota)	20 MPG	\$47.00	\$235.00	\$940.00
Trucks (Silverado, F-150)	18 MPG	\$51.00	\$255.00	\$1,020.00
Minivans (Caravan, Windstar)	25 MPG	\$51.65	\$258.25	\$1,033.00
12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00

West Virginia Purchasing Division's Vehicle Rental versus Reimbursement Calculator



Total Miles to US Traveler	119
Total Days in Trip	1
Car Rental Rate (Daily, Weekly)	\$31.92
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28

Input variables
here

Own Car Cost	
Mileage	\$ 68.42
Rental Car Cost	
Rental	\$ 31.92
Refueling	13.81
Total	\$ 45.73

Which is
most cost
effective?

WV Gas Prices

Terms of use: The purpose of the Mileage Calculator is to facilitate comparison and discussion. It is not a verified decision-support system and may not always yield accurate results.

Revised August 16, 2012
Updated August 16, 2012

** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the CRENAL statewide contract, located on the West Virginia Purchasing Division's website.

Hertz Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
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Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10
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Hybrid (Prius, Accord)	40 MPG	\$39.00	\$269.50	\$1,050.00
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Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90

Enterprise/National Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40
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Luxury (A4, 3-Series, C-Class)	26 MPG	\$57.00	\$285.00	\$1,140.00
Hybrid (Prius, Accord)	40 MPG	\$45.54	\$227.70	\$910.80
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$50.60	\$253.00	\$1,012.00
Large SUVs (Suburban, Tahoe)	16 MPG	\$81.36	\$406.80	\$1,627.20
Small Pick-Up (Ranger, Dakota)	20 MPG	\$47.00	\$235.00	\$940.00
Trucks (Silverado, F-150)	18 MPG	\$51.00	\$255.00	\$1,020.00
Minivans (Caravan, Windstar)	25 MPG	\$51.65	\$258.25	\$1,033.00
12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 5 Collector: 58189

Sun Jun 28, 2015 15:53:46

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 7 Collector: 55254

Sun Jun 28, 2015 16:17:52

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 5 Collector: 52271

Mon Jun 29, 2015 09:44:27

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 7 Collector: 58090

Mon Jun 29, 2015 10:19:08

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 4 Collector: 55047

Wed Jul 01, 2015 10:03:56

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 7 Collector: 52271

Wed Jul 01, 2015 10:28:37

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 4 Collector: 55291

Thu Jul 02, 2015 14:42:18

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 6 Collector: 58157

Thu Jul 02, 2015 15:18:59

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 4 Collector: 58098

Fri Jul 03, 2015 07:50:02

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 7 Collector: 55019

Fri Jul 03, 2015 08:12:57

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 4 Collector: 55198

Mon Jul 06, 2015 10:32:42

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 7 Collector: 58317

Mon Jul 06, 2015 11:06:19

Class: 1

Toll paid: \$ 2.00

Butcher, Loarie H

From: Stinson, Tina L
Sent: Tuesday, July 14, 2015 8:37 PM
To: Bostic, Jane M; Goodwin, Amy S
Cc: Butcher, Loarie H; Smith, Meghan E
Subject: RE: PGA

We also need to loop in the welcome center folks. I'm looping in Meghan to dump into the template.

From: Bostic, Jane M
Sent: Tuesday, July 14, 2015 9:14 AM
To: Goodwin, Amy S
Cc: Butcher, Loarie H; Stinson, Tina L
Subject: PGA

Hey Amy I have the notes you gave me on the PGA for next year I am listing your suggestions and underneath those are mine. Loarie and Tina can add on then I will stick it in Kanban.

I think we agree that [REDACTED] did not give us the ROI we were hoping for. Also we need better communication with items we can and cannot give away, we don't want a repeat of the fan issue

AMY:

- Contest: Guess the number of tees in the jar
- Putting green
- Jr Golfers
- Better give aways
- Handouts

(ok there are a couple of things on this list that I can't read so you may need to fill in the blanks)

Jane

- Staff on the ground handing out invitations to the box
- Have state park donate bottled water to give out in the booth
- Have one staff person at the gate where the buses drop off the folks coming in from the Fair Ground parking to hand out the invite to our booth. The invite should list some of the activities and prizes we are giving away.
- One year the Greenbrier did a scavenger hunt for a meet and greet with one of the bands playing, maybe we could do a scavenger hunt for a weekend package to the Greenbrier (working with the Greenbrier of course). If not the Greenbrier then somewhere else
- People love the lanyards, but we need to hand them out at the gate as they come in along with the invite for them to join us at our booth
- Love the TV for the Golf, but could we also have one TV that shows our commercials or some of the videos we have had done. We could do this on a loop so that we don't have to keep hitting replay. (we have our own TV we could take)

Jane Bostic | Marketing Specialist

Wild, Wonderful West Virginia
90 MacCorkle Avenue, SW | South Charleston, WV 25303

Sara McDowell, Executive Director
Big Brothers Big Sisters of So Central WV
Phone: 304.746.7900 Cell: [REDACTED]
Like us on [Facebook](#) Follow us on [Twitter](#)
Visit us online [www. BigLittleWV.org](http://www.BigLittleWV.org)



CELEBRATING
1995 **20** 2015
YEARS OF
MENTORING YOUTH

This e-mail contains PRIVILEGED AND CONFIDENTIAL INFORMATION intended only for the use of the individual(s) named above. If you are not the intended recipient of this e-mail, or the employee or agent responsible for delivering this to the intended recipient, you are hereby notified that any dissemination or copying of this e-mail is strictly prohibited. Failure to comply may result in civil penalties. If you have received this e-mail in error, please immediately notify us by e-mail at sara@BigLittleWV.org.

Ruby, Chelsea A

From: [REDACTED] <[REDACTED]@childhswv.org>
Sent: Tuesday, June 30, 2015 4:35 PM
To: Anderson, Kristin M
Cc: 'Mary White'; Ruby, Chelsea A; [REDACTED]@childhswv.org; [REDACTED]@childhswv.org
Subject: RE: Greenbrier Classic Tickets

Will do, Kristen. [REDACTED] is the foster mother and her cell number is [REDACTED]. She and her husband, [REDACTED] will be at the tournament tomorrow and will stay as long as their little one can make it. Our staff, Amanda Thomas, will be at the office and should you need her for any interaction with the press, please call here at [REDACTED]. She'll need time to get over on the shuttle.

Thanks!

Janet

From: Anderson, Kristin M [mailto:Kristin.M.Anderson@wv.gov]
Sent: Tuesday, June 30, 2015 2:34 PM
To: Janet Richmond
Cc: 'Mary White'; Ruby, Chelsea A; [REDACTED]@childhswv.org; [REDACTED]@childhswv.org
Subject: RE: Greenbrier Classic Tickets

Thanks Janet! No need for everyone to wait on our call, they can come to the tournament and we'll meet here. It's sometimes hard to predict how much media will be available and exactly when they'll be available. Do any of the attendants have a cell phone number I can keep on hand so I can call them tomorrow if we have media interest?

For now, let everyone know that they are free to enjoy the tournament tomorrow and we'll call their cell phones if we need them to meet us for interviews.

Will that work? Thanks again for your help!
Kristin

Kristin M. Anderson
Deputy Director of Marketing & Communications



West Virginia Department of Commerce
90 MacCorkle Avenue, SW
South Charleston, WV 25303
P: 304.957.9363
F: 304.558.5053

From: Janet Richmond [mailto:[REDACTED]@childhswv.org]
Sent: Tuesday, June 30, 2015 2:24 PM
To: Anderson, Kristin M
Cc: 'Mary White'; Ruby, Chelsea A; [REDACTED]@childhswv.org; [REDACTED]@childhswv.org
Subject: RE: Greenbrier Classic Tickets

Thanks, Kristen. We have tickets for Wednesday and will utilize those and the shuttles. The best contact number is our office, 304-647-3430. Amanda Thomas is the staff who will attend and [REDACTED] and [REDACTED] our foster/adoptive family will most likely be here awaiting the call.

Thanks!

Janet

From: Anderson, Kristin M [mailto:Kristin.M.Anderson@wv.gov]
Sent: Tuesday, June 30, 2015 9:29 AM
To: Janet Richmond
Cc: Mary White; Ruby, Chelsea A; [REDACTED]@childhswv.org; [REDACTED]@childhswv.org
Subject: Re: Greenbrier Classic Tickets

Janet,

Unfortunately the Greenbrier is really tight with parking so there isn't any VIP parking. We had guests park in general parking yesterday and it did not take much time.

The tickets we gave you are all inclusive of the tickets we have. You'll have to look at the tickets to see which are for golf and which are for the concert. The concert tickets do not include entrance into the golf. Everyone attending on Wednesday will need one of the tickets.

Can you send me the best contact number for the group who will participate in the media interviews tomorrow? I will call them first thing in the morning to arrange a meeting place.

Let me know if you have any questions. For quick reference, my cell phone number is: [REDACTED].

Thanks!
Kristin

On Jun 29, 2015, at 4:52 PM, "Janet Richmond" <[REDACTED]@childhswv.org> wrote:

Also, just confirming that the concert tickets also provide entry for the golf tournament on Wednesday and Friday. And will the foster family and our staff have to have a ticket to get in on Wednesday or will you be meeting them at the gate?

From: Anderson, Kristin M [mailto:Kristin.M.Anderson@wv.gov]
Sent: Friday, June 26, 2015 3:29 PM
To: Janet Richmond; 'Mary White'

Cc: Ruby, Chelsea A; stuck@childhswv.org; cfreeman@childhswv.org

Subject: RE: Greenbrier Classic Tickets

Thanks Janet! If possible, can you send me the names and contact information for the parent and staff member? I will call them on Wednesday morning to arrange for the media interview. You can also give them my cell: [REDACTED]

Thanks again! Have a great weekend!

Kristin

Kristin M. Anderson
Deputy Director of Marketing & Communications

<image001.jpg>

West Virginia Department of Commerce
90 MacCorkle Avenue, SW
South Charleston, WV 25303
P: 304.957.9363
F: 304.558.5053

From: Janet Richmond [[mailto:\[REDACTED\]@childhswv.org](mailto:[REDACTED]@childhswv.org)]
Sent: Friday, June 26, 2015 1:26 PM
To: Anderson, Kristin M; 'Mary White'
Cc: Ruby, Chelsea A; [\[REDACTED\]@childhswv.org](mailto:[REDACTED]@childhswv.org); [\[REDACTED\]@childhswv.org](mailto:[REDACTED]@childhswv.org)
Subject: RE: Greenbrier Classic Tickets

Thanks so much, Kristen. Brittany Myers from our main office is to come by and pick these up some time today. We have a foster/adoptive parent who can be there Wednesday, along with a staff member. Just let me know that the plans are. Thanks again for everything!!

From: Anderson, Kristin M [<mailto:Kristin.M.Anderson@wv.gov>]
Sent: Friday, June 26, 2015 9:01 AM
To: Janet Richmond; 'Mary White'
Cc: Ruby, Chelsea A; [\[REDACTED\]@childhswv.org](mailto:[REDACTED]@childhswv.org); [\[REDACTED\]@childhswv.org](mailto:[REDACTED]@childhswv.org)
Subject: RE: Greenbrier Classic Tickets

Janet,

I left the tickets at the front desk of our building (90 MacCorkle Avenue, SW, South Charleston, WV 25303). We are in the building directly across from Krispy Kreme in South Charleston. You enter the building right near the flags out front and you'll see the reception desk when you walk in. I had already addressed the envelope, so they are under Mary White's name.

If you have any trouble, give me a call: [REDACTED]

Thanks so much!
Kristin

Kristin M. Anderson

Deputy Director of Marketing & Communications

<image001.jpg>

West Virginia Department of Commerce
90 MacCorkle Avenue, SW
South Charleston, WV 25303
P: 304.957.9363
F: 304.558.5053

From: Janet Richmond [mailto: [REDACTED]@childhswv.org]
Sent: Thursday, June 25, 2015 5:44 PM
To: 'Mary White'; Anderson, Kristin M
Cc: Ruby, Chelsea A; [REDACTED]@childhswv.org; [REDACTED]@childhswv.org
Subject: RE: Greenbrier Classic Tickets

Kristin,

We can pick the tickets up tomorrow if I can get some direction on where to go to get them. We have spoken with one of our foster/adoptive families and believe they will be available on Wednesday.

Thank you so much for the tickets! It means so much to our families and children to get to experience this great event every year, when most likely, without the donated tickets, they wouldn't get to.

You can email, call my office at 304-647-3430 or my cell at [REDACTED]

Thanks again!

Janet

From: Mary White [mailto: [REDACTED]@childhswv.org]
Sent: Thursday, June 25, 2015 5:16 PM
To: Anderson, Kristin M
Cc: Ruby, Chelsea A; Janet Richmond; [REDACTED]@childhswv.org; [REDACTED]@childhswv.org
Subject: Re: Greenbrier Classic Tickets

Kristin and Chelsea

This is awesome. We do have a family and staff willing to speak with media. Janet Richmond is our Regional Director and she and her staff will work with you to organize the media event. I have also copied Janet to see if she wants to pick up the tickets or make other arrangements. We are thrilled to have so many tickets. Our children, families, volunteers and staff will be so excited.

Please extend our sincere thanks to all for making this happen!!!!

Sincerely
Mary

Sent from my iPhone

On Jun 25, 2015, at 4:52 PM, "Anderson, Kristin M" <Kristin.M.Anderson@wv.gov> wrote:

Mary,

We are so excited to once again partner with Children's Home Society! Below is an outline of the Greenbrier Classic tickets we are providing on each day along with parking information. If possible, please send me the contact information of some representatives who would be willing to speak with the media on Wednesday afternoon (July 1). I will contact those individuals on Wednesday morning to confirm a meeting location for the media interviews. Also, would you like to pick the tickets up tomorrow (Friday) or would you like me to drop them off?

If you have any questions, please do not hesitate to call me on my cell phone: [REDACTED]

Thanks so much!
Kristin

GOLF	Children's Home Society
Monday, June 29	16
Tuesday, June 30	14
Wednesday, July 1	14
Saturday, July 4	10
Sunday, July 5	14

CONCERT	Children's Home Society
Wednesday, July 1 (Keith Urban)	10
Friday, July 3 (Blake Shelton)	6

General Parking

TOURNAMENT & CONCERT PARKING: Located at the State Fair of West Virginia. Follow official tournament road signs to the designated parking Lot F.

Shuttle Information for Lot F

Upon arrival at the parking area, a tournament shuttle will pick up and drop off spectators at the Tournament Main Entrance. There is no additional fee for the shuttle. No drop off or walk up traffic is permitted at the Tournament. Shuttles will run continuously throughout the day and will continue for thirty (30) minutes after completion of play each day.

Ruby, Chelsea A

From: Janet Richmond <[REDACTED]@childhswv.org>
Sent: Monday, June 29, 2015 4:41 PM
To: Anderson, Kristin M; 'Mary White'
Cc: Ruby, Chelsea A; [REDACTED]@childhswv.org; [REDACTED]@childhswv.org
Subject: RE: Greenbrier Classic Tickets

Kristen,

Amanda Thomas is the staff and you may reach her at our office, [REDACTED]. We did have questions about parking; last year, there were VIP parking passes included and we were able to use these for our family and staff. What will they do about parking this year? If they travel from the fairgrounds, we would be concerned about timing issues.

Thanks!

Janet

From: Anderson, Kristin M [mailto:Kristin.M.Anderson@wv.gov]
Sent: Friday, June 26, 2015 3:29 PM
To: Janet Richmond; 'Mary White'
Cc: Ruby, Chelsea A; [REDACTED]@childhswv.org; [REDACTED]@childhswv.org
Subject: RE: Greenbrier Classic Tickets

Thanks Janet! If possible, can you send me the names and contact information for the parent and staff member? I will call them on Wednesday morning to arrange for the media interview. You can also give them my cell: [REDACTED]

Thanks again! Have a great weekend!

Kristin

Kristin M. Anderson
Deputy Director of Marketing & Communications



West Virginia Department of Commerce
90 MacCorkle Avenue, SW
South Charleston, WV 25303
P: 304.957.9363
F: 304.558.5053

From: Janet Richmond [mailto:JRichmond@childhswv.org]
Sent: Friday, June 26, 2015 1:26 PM
To: Anderson, Kristin M; 'Mary White'

Cc: Ruby, Chelsea A; [REDACTED]@childhswv.org; [REDACTED]@childhswv.org
Subject: RE: Greenbrier Classic Tickets

Thanks so much, Kristen. Brittany Myers from our main office is to come by and pick these up some time today. We have a foster/adoptive parent who can be there Wednesday, along with a staff member. Just let me know that the plans are. Thanks again for everything!!

From: Anderson, Kristin M [mailto:Kristin.M.Anderson@wv.gov]
Sent: Friday, June 26, 2015 9:01 AM
To: Janet Richmond; 'Mary White'
Cc: Ruby, Chelsea A; [REDACTED]@childhswv.org; [REDACTED]@childhswv.org
Subject: RE: Greenbrier Classic Tickets

Janet,

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If you have any trouble, give me a call [REDACTED]

Thanks so much!
Kristin

Kristin M. Anderson
Deputy Director of Marketing & Communications



West Virginia Department of Commerce
90 MacCorkle Avenue, SW
South Charleston, WV 25303
P: 304.957.9363
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Thank you so much for the tickets! It means so much to our families and children to get to experience this great event every year, when most likely, without the donated tickets, they wouldn't get to.

You can email, call my office at 304-647-3430 or my cell at [REDACTED]

Thanks again!

Janet

From: Mary White [mailto:mwhite@childhswv.org]
Sent: Thursday, June 25, 2015 5:16 PM
To: Anderson, Kristin M
Cc: Ruby, Chelsea A; Janet Richmond; [REDACTED]@childhswv.org; [REDACTED]@childhswv.org
Subject: Re: Greenbrier Classic Tickets

Kristin and Chelsea

This is awesome. We do have a family and staff willing to speak with media. Janet Richmond is our Regional Director and she and her staff will work with you to organize the media event. I have also copied Janet to see if she wants to pick up the tickets or make other arrangements. We are thrilled to have so many tickets. Our children, families, volunteers and staff will be so excited.

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Sent from my iPhone

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Mary,

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If you have any questions, please do not hesitate to call me on my cell phone: [REDACTED]

Thanks so much!
Kristin

Ruby, Chelsea A

From: curtis@flyrodchronicles.tv
Sent: Wednesday, June 17, 2015 10:51 PM
To: jacob ott
Cc: Ruby, Chelsea A
Subject: RE: Classic Week Fishing

Chelsea, I told ya...he's the best in the business!

Jacob, I will give you a shout...that Musky keeps me awake at night...and...ALL of the other stupid fish in the water!!!

Best,



Curtis Fleming
Executive Producer/Host
E-mail curtis@flyrodchronicles.tv
Website www.flyrodchronicles.tv



----- Original Message -----

Subject: Re: Classic Week Fishing
From: jacob ott <jacob_ott@greenbrier.com>
Date: Wed, June 17, 2015 9:46 am
To: Curtis Fleming <curtis@flyrodchronicles.tv>
Cc: Chelsea Ruby <chelsea.a.ruby@wv.gov>

Curtis,
Thanks for the kind words. We'll take good care of the Governor and his people. You going to have a day to fish that week? We'll go see if we can beat Rick's fish.

Chelsea

Could you give me a shout when you get a chance and we can get departure times and everything lined up? As for the two questions above. Yes we can provide transport for those outings I just need to know how many people we are looking at. As to cost, we can discuss options for that, usually the state has an account set up with GSC for the event and in the past we have charged to that.

Give me a shout when you can.

Thanks

jacob

On Wed, Jun 17, 2015 at 12:54 AM, <curtis@flyrodchronicles.tv> wrote:

Jacob,

I copied this email to Chelsea Ruby (Director of Marketing and Communications for WV Commerce). Chelsea takes care of scheduling the activities related to us fly fishing with the Governor and the dignitaries. I would be typing until the 4th of July if I attempted to describe Chelsea's other responsibilities. As my girls describes her - Chelsea Rocks!

Chelsea, Jacob is the Director of Outdoor Pursuits with The Greenbrier Sporting Club. Jacob was the "Man" that got the Governor and his son on their first trout on the fly rod two years ago. If you gave me one guide to choose throughout all of our travels, it would be Jacob Ott - hands down.

Jacob, it appears that we will be fishing on the mornings of July, 3, 4 and maybe the 5th. We were not able to get Blake & Miranda this year. As you know, we got the Governor addicted to fly fishing and through these trips our goal is to show some of WV's clients & dignitaries the time of their lives. You totally get it!

Chelsea had some immediate questions that I feel that I started to answer like...

- Will you have Vans, equipment, etc and pick them up at the hotel? Yes
- Does WV bill The Sporting Club? This is business between you two.

I will let Chelsea start asking the questions (that I know you will have the answers for).

Chelsea, please read the email below that describes some additional waters that Jacob has access to, besides Howard's Creek. We can plan a conference call to discuss further or start with a couple of these emails.

Best,



Curtis Fleming
Executive Producer/Host
E-mail curtis@flyrodchronicles.tv
Website www.flyrodchronicles.tv



----- Original Message -----

Subject: Classic Week Fishing
From: jacob ott <jacob_ott@greenbrier.com>
Date: Mon, June 08, 2015 12:45 pm
To: Curtis Fleming <Curtis@flyrodchronicles.tv>

Ruby, Chelsea A

From: wvotter@gmail.com on behalf of jacob ott <jacob_ott@greenbrier.com>
Sent: Wednesday, June 17, 2015 9:47 AM
To: Curtis Fleming
Cc: Ruby, Chelsea A
Subject: Re: Classic Week Fishing

Curtis,

Thanks for the kind words. We'll take good care of the Governor and his people. You going to have a day to fish that week? We'll go see if we can beat Rick's fish.

Chelsea

Could you give me a shout when you get a chance and we can get departure times and everything lined up? As for the two questions above. Yes we can provide transport for those outings I just need to know how many people we are looking at. As to cost, we can discuss options for that, usually the state has an account set up with GSC for the event and in the past we have charged to that.

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Curtis Fleming
Executive Producer/Host
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Website www.flyrodchronicles.tv



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From: jacob ott <jacob_ott@greenbrier.com>
Date: Mon, June 08, 2015 12:45 pm
To: Curtis Fleming <Curtis@flyrodchronicles.tv>

Curtis,
Do you have any more info on fishing trips during classic week? I've talked with Mrs. Wright (the landowner at The Headwaters) and with Derrick Barr (landowner at Escatawba Farms), both of them have availability for us that week and are happy to work with us. Let me know what days your thinking we might be fishing and if you have tentative numbers, especially for the .gov group that would be great. It'll help me schedule some extra guides if need be. I'm on the water daylight to dark the next three days but I'll be in the office all day on the 17th. Give me a shout when you can.

Thanks
jacob

--

Jacob Ott
Director of Outdoor Pursuits
The Greenbrier Sporting Club
1 Sporting Club Drive
White Sulphur Springs, WV 24986
P: [304.667.8337](tel:304.667.8337)
F: [304.647.6111](tel:304.647.6111)
jacob_ott@greenbrier.com
wvotter@gmail.com

Curtis,

Do you have any more info on fishing trips during classic week? I've talked with Mrs. Wright (the landowner at The Headwaters) and with Derrick Barr (landowner at Escatawba Farms), both of them have availability for us that week and are happy to work with us. Let me know what days your thinking we might be fishing and if you have tentative numbers, especially for the .gov group that would be great. It'll help me schedule some extra guides if need be. I'm on the water daylight to dark the next three days but I'll be in the office all day on the 17th. Give me a shout when you can.

Thanks

jacob

--

Jacob Ott

Director of Outdoor Pursuits

The Greenbrier Sporting Club

1 Sporting Club Drive

White Sulphur Springs, WV 24986

P: 304.667.8337

F: 304.647.6111

jacob_ott@greenbrier.com

wvotter@gmail.com

--

Jacob Ott

Director of Outdoor Pursuits

The Greenbrier Sporting Club

1 Sporting Club Drive

White Sulphur Springs, WV 24986

P: 304.667.8337

F: 304.647.6111

jacob_ott@greenbrier.com

wvotter@gmail.com

REP:

Clarifications?

**2015 Greenbrier Classic
CLIENT PROFILE
Overnight Clients Only**

Filled?

Name:

Company:

Address Line 1:

Address Line 2:

City/State/Zip:

Phone:

Cell:

Spouse/Guest

Children, if attending

(Give names, approx. ages):

Arrival Date:

Departure Date:

- Are VIP grounds passes desired by guest on day of departure? (Y/N)

(All overnight guests receive VIP grounds passes for arrival date & each day of stay—guest may not need departure date tickets.)

Special Needs/Requests (e.g., dietary needs, baby's crib, rollaway bed, 2 beds, etc.):

Pro-Am player? (If so, M or W)?

Concert tickets are limited: Please confirm which days and no. of tickets desired for overnight clients:

Wednesday night (July 1) Fairgrounds Concert (Keith Urban & The Band Perry)	No. tickets:
Friday night (July 3) Fairgrounds Concert (Miranda Lambert & Blake Shelton)	No. tickets:
Saturday night Private Concert (60 tickets only) (Act to be named)	No. tickets:

This information is confidential, privileged, and not subject to disclosure under West Virginia Law.

REP:

Clarifications?

Filled?

**Confidential West Virginia Development Office
2015 Greenbrier Daypass Client Information**

Client/Title/Co. _____

Guest/Spouse _____

Mailing Address
& Phone _____

*****These tickets will be mailed out from our office.*****

VIP passes (Skybox 18 and other venue TBD): Includes access to grounds.

<input type="checkbox"/> Monday	Number of Tickets Required: ____
<input type="checkbox"/> Tuesday	Number of Tickets Required: ____
<input type="checkbox"/> Wednesday	Number of Tickets Required: ____
<input type="checkbox"/> Thursday	Number of Tickets Required: ____
<input type="checkbox"/> Friday	Number of Tickets Required: ____
<input type="checkbox"/> Saturday	Number of Tickets Required: ____
<input type="checkbox"/> Sunday	Number of Tickets Required: ____

OR

Grounds passes (no hospitality included): Guests with VIP passes don't also need grounds passes.

<input type="checkbox"/> Monday	Number of Tickets Required: ____
<input type="checkbox"/> Tuesday	Number of Tickets Required: ____
<input type="checkbox"/> Wednesday	Number of Tickets Required: ____
<input type="checkbox"/> Thursday	Number of Tickets Required: ____
<input type="checkbox"/> Friday	Number of Tickets Required: ____
<input type="checkbox"/> Saturday	Number of Tickets Required: ____
<input type="checkbox"/> Sunday	Number of Tickets Required: ____

OTHER NEEDS IN ADDITION TO PASSES (ABOVE):

Parking passes

<input type="checkbox"/> Monday	Number of Tickets Required: ____
<input type="checkbox"/> Tuesday	Number of Tickets Required: ____
<input type="checkbox"/> Wednesday	Number of Tickets Required: ____
<input type="checkbox"/> Thursday	Number of Tickets Required: ____
<input type="checkbox"/> Friday	Number of Tickets Required: ____
<input type="checkbox"/> Saturday	Number of Tickets Required: ____
<input type="checkbox"/> Sunday	Number of Tickets Required: ____

Party Invitations:

<input type="checkbox"/> Monday	Number of Tickets Required: ____ (WV Night – Advocare Building)
<input type="checkbox"/> Thursday	Number of Tickets Required: ____ (WV Night – Prime 44 Patio)

Concert Tickets: These will be general seating or reserved if available (overnight client orders filled first).

<input type="checkbox"/> Wednesday	Number of Tickets Required: ____ (Keith Urban & The Band Perry)
<input type="checkbox"/> Friday	Number of Tickets Required: ____ (Miranda Lambert & Blake Shelton)

Parrish, Paige

From: Gilli, Greg A
Sent: Monday, June 15, 2015 8:14 AM
To: Parrish, Paige
Cc: Keeney, Floyd R; Long, Eddie N
Subject: RE: proof p4-15-2292 sponsor guide

Paige I show that item in Charleston for delivery (if you have not already received it). I have CC Floyd so he can check into it also.

Floyd can you let us know if this has been delivered or when it may be? thank you

Greg Gilli

WV Correctional Industries
112 Northern Regional Correctional Drive
Moundsville, WV 26041
304-843-4079
304-843-4081 fax
Greg.A.Gilli@wv.gov
www.wvcorrectionalindustries.com

From: Parrish, Paige
Sent: Friday, June 12, 2015 2:07 PM
To: Gilli, Greg A
Subject: RE: proof p4-15-2292 sponsor guide

Hi Greg,

Any update on when these might arrive?

Thanks,
Paige

From: Gilli, Greg A
Sent: Wednesday, June 03, 2015 5:04 PM
To: Parrish, Paige
Subject: RE: proof p4-15-2292 sponsor guide

Thank you we will check the shipping address

Greg Gilli

WV Correctional Industries
112 Northern Regional Correctional Drive
Moundsville, WV 26041
304-843-4079
304-843-4081 fax
Greg.A.Gilli@wv.gov
www.wvcorrectionalindustries.com

GOLF	Children's Home Society
Monday, June 29	16
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Kristin M. Anderson
Deputy Director of Marketing & Communications

<image001.jpg>

West Virginia Department of Commerce
90 MacCorkle Avenue, SW
South Charleston, WV 25303
P: 304.957.9363
F: 304.558.5053

Parrish, Paige

From: Gilli, Greg A
Sent: Wednesday, June 03, 2015 5:04 PM
To: Parrish, Paige
Subject: RE: proof p4-15-2292 sponsor guide

Thank you we will check the shipping address

Greg Gilli
WV Correctional Industries
112 Northern Regional Correctional Drive
Moundsville, WV 26041
304-843-4079
304-843-4081 fax
Greg.A.Gilli@wv.gov
www.wvcorrectionalindustries.com

From: Parrish, Paige
Sent: Wednesday, June 03, 2015 4:44 PM
To: Gilli, Greg A
Subject: RE: proof p4-15-2292 sponsor guide

Greg,

Please address the order to

Paige Parrish
WV Development Office
1900 Kanawha Boulevard, East
Building 6, Room 553
Charleston, WV 25305

(Last year, there was a little bit of confusion – I think it had been addressed to Room 350 by mistake.)

Thanks,
Paige

From: Gilli, Greg A
Sent: Wednesday, June 03, 2015 4:12 PM
To: Parrish, Paige
Subject: RE: proof p4-15-2292 sponsor guide

Thank you

Greg Gilli
WV Correctional Industries
112 Northern Regional Correctional Drive
Moundsville, WV 26041
304-843-4079

304-843-4081 fax
Greg.A.Gilli@wv.gov
www.wvcorrectionalindustries.com

From: Parrish, Paige
Sent: Wednesday, June 03, 2015 4:04 PM
To: Gilli, Greg A
Cc: Whitehead, Robert A; Burge, Shirley A
Subject: RE: proof p4-15-2292 sponsor guide

Greg,

Please proceed with printing 50 copies.

Presentation Paper
64-page document
Single-sided
3-hole punched

Thank you very much,
Paige

Paige
Paige Parrish,
Assistant to the Director
Ph. 304-558-2234
E-mail: paige.m.parrish@wv.gov

Mary Jo Thompson, Director
Community Development Division
WV Development Office
1900 Kanawha Boulevard, E.
Building 6, Room 553
Charleston, WV 25305
Ph. 304-558-2234
E-mail: mary.jo.thompson@wv.gov
Fax: 304-558-3248

From: Gilli, Greg A
Sent: Wednesday, June 03, 2015 3:38 PM
To: Parrish, Paige
Subject: proof p4-15-2292 sponsor guide

Please review this proof carefully, then reply to me with any corrections, or the approval to print.

Please CC Bob @ Robert.A.Whitehead@wv.gov and Shirley @ Shirley.A.Burge@wv.gov

Greg Gilli

WV Correctional Industries

112 Northern Regional Correctional Drive

Moundsville, WV 26041

304-843-4079

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